



PROPOSAL CHECKLIST

104G GENERAL – WATER RESOURCES RESEARCH ACT PROGRAM NATIONAL COMPETITIVE GRANTS PROGRAM

*Investigators are encouraged to work with their departmental business office and **carefully review the specific requirements of the funding opportunity** to which they are applying. USGS requirements are subject to change and do so frequently. If specific points in the solicitation are confusing, feel free to reach out to IWRC for additional clarification. PIs from the University of Illinois at Urbana-Champaign **should not** submit their proposal to Sponsored Programs Administration, however, the departmental business office should review the application for completeness prior to submission to IWRC. **Please only submit proposals that are submission ready.** IWRC's process is strictly administrative, submitting the proposal without alteration. The proposal contents are the PI's responsibility. Historically, we have seen proposals rejected without review due to missing documents or content.*

*The Illinois Water Resources Center (IWRC) is providing the following checklist, supplementing the FOA, for additional details on the required documents based on previous application experience. **One note – grants.gov has difficulty accepting PDF portfolios, so another format is recommended.***

104G GENERAL MAXIMUM AWARD REQUEST: \$310,000

PROJECT DURATION: 1-3 YEARS

MATCH REQUIREMENT: ONE NON-FEDERAL DOLLAR FOR EVERY FEDERAL DOLLAR REQUESTED (1:1)

The proposal PI is responsible for providing the following information to IWRC as a single PDF in the order listed:

Title Page

- Full Title
- Short Title
- Lead PI Name and Contact Information (phone and email)
- Collaborator and Co-PI names
- Amount of Federal Request
- Amount of Matching Contribution
- Abstract (300 words or less)
- Laypersons' Summary (150 words or less)
- Keywords
- Project Abstract Summary (plain language description of the following - bulleted information)

One page, 4000 character maximum, Times New Roman, 12-point font

This information will be posted publicly on USAspending.gov if awarded

- **Purpose** (avoid acronyms or federal or agency specific terminology)
- **Activities** to be performed
- **Outcomes** and deliverables
- **Beneficiaries**
- **Sub-recipient** activities, if known or specified at the time of award

The combined content describing the Specific Priority, Integration with USGS Science, Scientific Value, Anticipated Benefits, Products/Information Transfer, and Training Potential cannot exceed 10 single-spaced pages with 12-point font and at least 1-inch margins including tables, pictures, graphs, figures, and appendices. Proposals exceeding this page limit will not be considered.

The content of the other sections does not count toward the page limit but includes required parts of the proposal.

Include page numbers and short title in either the header or footer, but nothing else.

Specific Priority (15 points)

- Repeat Full Title
- Address the connection between the proposed work and a research priority described in the FOA.
- Document the magnitude of the situation and relevance to state, regional, and national issues.
- Describe why the proposed work is innovative, important, and timely.

2023 104G General RESEARCH PRIORITIES

Ongoing research needs include improving and enhancing the nation's water supply and availability, as well as promoting the exploration of new ideas that address or expand our understanding of water problems. Proposals are sought on the following specific areas of inquiry; levels of priority are not assigned, and the order of listing does not indicate the level of priority:

National-scale evaluation of water budget: Retrospective or predictive analyses using hydroclimate-forcing data sets, with emphasis on CONUS404, which was developed in a USGS-NCAR collaboration. Additional guidance includes • Emphasis on prediction of water-budget components through a variety of interpretive approaches • Incorporation of how uncertainty in hydroclimate-forcing propagates to water budget components • Consideration of both retrospective and projected conditions.

Rasmussen, R.M., Liu, C., Ikeda, K., Chen, F., Kim, J., Schneider, T., Gochis, D., Dugger, A., and Viger, R., 2023, Four-kilometer long-term regional hydroclimate reanalysis over the

conterminous United States (CONUS), 1979-2020: U.S. Geological Survey data release,
<https://doi.org/10.5066/P9PHPK4F>.

Socioeconomics: Integrate ongoing USGS research and data collection in order to assess socioeconomic and ecological vulnerability to compounding extreme events and develop adaptation measures. This proposed project should undertake new research (e.g., Water Use and Social and Economic Drivers Program) to understand the vulnerability of urban (e.g., trans-basin diversions), agricultural (e.g., reservoir management), and ecological (e.g., endangered species) water-use sectors to drought and compounding hazards such as wildfire. Additional guidance includes: • Provide a quantifiable portfolio of risk for water-use sectors (including ecological and socio-economic) • Develop climate futures and planning scenarios for relevant institutions: management, communities, other institutions

Integration with USGS Science (5 points)

- Describe how the proposed work will initiate or further a current collaboration with the USGS.

Please contact IWRC (aweckle@illinois.edu) if you would like assistance connecting with a USGS Researcher on the proposed work.

- Describe how the proposed work supplements recent or current USGS work.

Scientific Value (20 points)

- Goals/objectives
- Potential for expansion of fundamental knowledge through the proposed work.
- Describe the methods, field area, and facilities as a function of these objectives.

Anticipated Benefits (20 points)

- What information will be gained from the proposed work and how will it be used?
- Describe potential outcomes and realistic impacts.
- Describe how the proposed work builds on previous research or lays the groundwork for future research.
- Describe the expected tangible products (data, methods, workflows, manuscripts, new communication strategies, etc.).

Products/Information Transfer (10 points)

- Project Timeline – include field sessions, data collection, lab analyses, etc.
- Describe the planned transfer of results to user groups.
- How will the outcomes of the proposed work be made available to the scientific community as well as the general public?
- Identify stakeholders and planned communication strategies.

Training Potential (10 points)

- Detail the educational component, including student support and engagement of early-career researchers.

Government Involvement (5 points)

- A letter of support from a supervisor or Center Director (not the federal co-PI) is required and must acknowledge commitment of personnel and other resources.

If a USGS employee will collaborate on the project and is requesting USGS funds, provide a detailed description of the role and responsibilities of the Federal collaborator in the proposed research project. This should be in the context of the already explained collaboration, objectives, and methods (see **Integration with USGS Science** and **Scientific Value** above) and must include an explanation of personnel, expenses, and timeline. Examples have been provided as [Attachment 3](#).

Budget (10 points)

- [USGS budget and justification templates](#).

- A budget table, including all categories, must be included in the proposal. If budget includes a sub-award or contract, the same level of detail must be provided.
- A budget justification, including details, must be provided for all costs; federal expenses must be separated from matching expenses.
- Use the budget templates to provide the required detail and justification. Costs that are not described in adequate detail may not be funded.
- The PI's salary is an acceptable budget item, but the federal share of the salary should not exceed two months per year. Document salary for other staff and researchers, including any overhead expenses at institutions beyond that of the PI.

Data Management in the context of products and information transfer. (3 points)

- [Template](#)

Cited Literature



Include only those referenced in the proposal.

Biographical Sketches (2 points)

Include for all PIs and co-PIs.

3 pages or less per team member.

Matching Commitment Letter

Cost-sharing agreement signed by PI's department head or other authorized campus official. [Example](#).

Letters of Support

Proposals with a federal collaborator must be accompanied by a letter of support that is signed by someone in leadership at the designated center; this cannot be the collaborator.

Additional letters of support are optional.

Scanned legible PDF documents should be uploaded as part of the proposal.